

HEADQUARTERS
UNITED STATES EUROPEAN COMMAND
UNIT 30400, BOX 1000
APO AE 09128

DIRECTIVE
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PLANS AND POLICY

Procedures and Responsibilities for Managing
Advanced Concept Technology Demonstrations (ACTDs)

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1. **Summary.** To provide guidance, procedures, and to assign USEUCOM responsibilities in the sponsorship selection and management of ACTDs.
 2. **Applicability.** This Directive applies to USEUCOM Directorates and Component Commands engaged in the operational validation of proposed/approved ACTDs.
 3. **Internal Control Systems.** This Directive does not contain internal control provisions.
 4. **Suggested Improvements.** ECJ5-P is the proponent for this Directive, and suggested improvements should be forwarded to HQ USEUCOM, ATTN: ECJ5-P, Unit 30400, Box 1000, APO AE 09128.
 5. **References.**
 - a. DUSD/AT web-site: <http://www.acq.osd.mil/at/>
 - b. Joint Vision 2010
 - c. EUCOM Theater Strategy
 6. **Explanation of Terms.**
 - a. **Advanced Concept Technology Demonstration (ACTD)** – Streamlined acquisition program designed to rapidly develop, demonstrate, and field technological capabilities to meet CINC warfighting requirements.
 - b. **Deputy Under Secretary of Defense (DUSD) for Advanced Systems and Concepts (AS&C)** – Lead for the Secretary of Defense, responsible for ACTD program lifecycle events, including program advocacy and initiation, funding, oversight management and transition.
 - c. **User Sponsor** – Normally the CINC who provides operational program support and oversight resulting in an assessment of military utility for ACTD technologies. In USEUCOM, the Chief of Staff (CoS) represents the CINC as the program sponsor.

d. **Lead Service/Agency** – The Title 10 acquisition authority responsible for assisting the technical manager in transitioning successful ACTD products to acquisition.

e. **Sponsoring Directorate or Agency** – Within EUCOM, the organization responsible to the CoS for execution of those activities related to sponsorship of a specific ACTD.

f. **Operational Manager** – The individual responsible to the Sponsoring Directorate or Agency for day-to-day planning, coordination, and direction of user activities related to a specific ACTD and to ECJ5 for matters relating to the programmatic deliverables, funding, and schedule.

g. **Component Support** – Designated theater commands responsible for providing resource support to a specific ACTD.

h. **Technical Manager (a.k.a. Program Manager)** – The individual responsible to DUSD AS&C and/or Lead Service/Agency for the planning, coordination, and direction of all development community activities related to a specific ACTD.

i. **Transition Manager** – Normally designated by the Title 10 acquisition authority responsible for those activities needed to transition ACTD technologies determined to be militarily useful to formal acquisition.

j. **Operational Test and Evaluation Agency (OTA)** – An independent organization responsible to the User Sponsor for technical support related to an assessment of the military utility of ACTD technologies.

k. **Oversight Committee** – An executive panel co-chaired by DUSD AS&C and, in USEUCOM, the CoS. Panel includes Assistant DUSD AS&C responsible for the specific EUCOM ACTD, and representatives of the Technology Manager and Lead Service for each ACTD. Panel meets annually to review program status of EUCOM sponsored ACTDs and resolve deliverable, scope, funding, and schedule issues as required. Panels can be conducted individually for a single ACTD or collectively.

l. **ACTD Sponsorship Letter of Intent** – A formal commitment made by the User Sponsor indicating to DUSD AS&C and the Joint Requirements Oversight Council (JROC) command sponsorship intent for a specific ACTD candidate.

m. **Implementation Directive** – An executive level document formalizing the commitment of a specific ACTD's senior participants regarding organizational responsibilities, program deliverables, schedule, and funding.

n. **Program Management Plan** – A high-level document which details the program execution methodology and strategies needed to successfully execute the development, demonstration, and assessment of ACTD technologies.

o. **Measure of Evaluation/Measure of Performance (MOE/MOP)** – The established metrics or parameters used in establishing the baseline standards and criteria of performance for use in assessment of military utility.

p. **Military Utility Assessment (MUA)** – Report prepared by the Operational Manager for signature by the CoS that concludes ACTD sponsorship responsibilities. The MUA reports to DUSD AS&C, the JROC, and the lead service the opinion of the CINC sponsor of the utility of each of the products of the ACTD and recommendation on moving the product into formal acquisition and fielding. The MUA also reports on the process and conduct of the specific ACTD.

7. **Background.** Acquisition reform initiatives with the Department of Defense have led to the emergence of Advanced Concept Technology Demonstrations (ACTDs). ACTDs are designed to rapidly transfer technological solutions to warfighting requirements from the developer to the warfighter in the field. In comparison to the more traditional service acquisition programs, an ACTD uses CINC sponsorship and assessment to rapidly develop and field selected technologies without applying formal acquisition milestones.

Annually, DUSD AS&C initiates the ACTD candidate development process. This process is two-fold. From a “technology-push” perspective, DUSD AS&C investigates available technologies of sufficient maturity and scope which could be of use to the warfighter. From a “requirements-pull” perspective, DUSD AS&C correlates near-term operational requirements with technology enablers to satisfy CINC warfighting needs. As a result of this process, DUSD AS&C builds a program team consisting of a technology developer, a lead service/agency, a program manager, and a user sponsor for each of the candidate ACTDs and presents the program to the Joint Requirements Oversight Council (JROC). Based on CINC sponsorship commitments, available funding, and the JROC prioritization of candidate programs, Under Secretary of Defense (USD) Acquisition and Technology (A&T) approves new program starts at the beginning of each fiscal year.

ACTDs are normally four to five year programs. The first two to three years are dedicated to technology development, demonstration, and military utility assessment. The remaining period is allocated to support and sustainment of those technologies determined militarily useful and transition to acquisition.

8. **Sponsorship Activities.** USEUCOM considers sponsorship of ACTD proposals which show strong potential for application and utility in the European theater. USCINCEUR annually provides DUSD AS&C a listing of those near-term operational requirements which may be satisfied by a technological enabler. This action facilitates the “requirements-pull” candidate selection process. Additionally, as part of “technology-push,” USEUCOM evaluates programs proposed by DUSD AS&C for command sponsorship.

The central role of USEUCOM in regards to sponsorship of a specific ACTD is to assess the military utility of the program technologies. Depending on the ACTD, this role can require minimal investment of theater resources or very extensive involvement. Tasks related to ACTD sponsorship include: functional requirements refinement and validation for use in development

activities; selection of demonstration venues and provision of supporting theater resources; and participation in development of concept of operations and assessment criteria necessary to determine the military utility of ACTD technologies, and the actual conduct and reporting of an evaluation of military utility.

As a matter of policy, USEUCOM will accept ACTDs only in a sole sponsorship role for the assessment of military utility. Operational input from participating and supporting commands outside this theater, as outlined in each ACTD management plan, will, however, be considered in this determination.

ECJ5 is the lead directorate for the overall management of the USEUCOM ACTD program. Each ACTD selected for sponsorship by USEUCOM will have a sponsoring directorate or agency who will provide day-to-day operational management for the lifecycle of the ACTD.

9. **Glossary.** This directive does not require a glossary.

10. **Responsibilities.**

The following describes USEUCOM participant roles and responsibilities throughout the lifecycle of a command sponsored ACTD.

a. HQ USEUCOM Chief of Staff (HQ USEUCOM CoS) is responsible to USCINCEUR as the approving authority for USEUCOM participation in all ACTDs. As the approving authority, the CoS USEUCOM will:

(1) Submit ACTD Sponsorship Letter of Intent (LOI) indicating USEUCOM's willingness to sponsor a specific ACTD program being considered as a new fiscal year start.

(2) Endorse ACTD Implementation Directive accepting USEUCOM sponsorship for ACTD programs approved as new fiscal year starts.

(3) Co-chair annual ACTD Oversight Conference with DUSD AS&C.

(4) Report USEUCOM military utility assessment of ACTD technologies to the Joint Requirements Oversight Council (JROC).

b. HQ USEUCOM Director for Plans and Policy (ECJ5) is responsible to HQ USEUCOM CoS for overall management of all approved USEUCOM-sponsored ACTDs. The Director for Plans and Policy will identify supporting ECJ5 Division Chief who will:

(1) Serve as the single focal point for EUCOM staff action relating to ACTD requirements identification and sponsorship selection.

(2) Assist Operational Managers in the development of required program documentation necessary to demonstrate and assess ACTD deliverables.

(3) Liaison on behalf of the Operational Manager for external program support to include contractor staff augmentation and OTA support as required.

(4) Coordinate resolution of issues which directly affect program technologies and schedules.

(5) Maintain visibility of other technology initiatives sponsored by other CINCs in order to assess impact on current USEUCOM programs.

(6) Operate as focal point for non-EUCOM sponsored ACTDs which request EUCOM support or participation.

c. HQ USEUCOM Sponsoring Directorate or Staff Agency will:

(1) Normally assign a responsible division and individual as Operational Manager for a specific ACTD.

(2) Coordinate required Subject Matter Expert (SME) support from staff and components, as required, for program execution.

(3) Review, coordinate, and staff ACTD documents, including the Implementation Directive, Program Management Plan and other supporting documentation necessary to demonstrate and assess military utility of ACTD technologies.

(4) Coordinate for component resource support, as required, for the life cycle of the program.

(5) Conduct day-to-day activities culminating in a successful demonstration and assessment of ACTD technologies.

(6) In coordination with ECJ5-P, periodically update the status of the ACTD to include reporting to the annual oversight panel.

(7) Prepare the Military Utility Assessment Report at the conclusion of the ACTD, and in coordination with ECJ5, forward it for approval and signature by the EUCOM CoS.

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